

REGULAR MEETING OF THE CITY COUNCIL
CITY OF CALEDONIA, MINNESOTA
Monday, June 27, 2005

CALL TO ORDER: Following due call and notice thereof, Member Fisch called the meeting to order at 7:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Council Members Paul Fisch, Randi Vick, Gary Klug and Robert Standish. Members absent: Michael J. Morey. Consultants and City staff present: Chuck Gavin, Matt Hoscheit and Robert L. Nelson. Visitors present: Jane Palen, reporter.

CONSENT AGENDA: Following brief discussion, a motion to approve the consent agenda items was made by Member Fisch, seconded by Member Vick. All members present voted in favor and the motion was declared carried.

A. MINUTES OF PAST MEETINGS: To approve the minutes of the Regular Meeting held Monday, June 13, 2005, as presented.

B. WILD TURKEY TIMES AD: To purchase a full page ad in the Wild Turkey Times for \$550 for the fourth issue as had been done for the summer/fall 2004 issue.

C. STAFF APPOINTMENTS

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| 1. | LIFEGUARDS: | Katie A. Ranzenberger
Jamie J. Klinski |
| 2. | AMBULANCE ATTENDANTS: | Anna M. Bulman
Joannie E. Schmidt
Sally K. Slavicek
John T. Tveiten |

VISITORS AND COMMUNICATIONS

A. FIRE DEPARTMENT EQUIPMENT: Fire Chief Charles Gavin and Firefighter Matt Hoscheit presented a petition for purchase of a second Jaws of Life, explaining that the current set failed to operate at a recent automobile accident in which persons were severely injured and trapped. The Jaws of Life proposed to be purchased are an updated model of those which are currently owned so parts would be interchangeable. A second set would give greater assurance that a working instrument would always be available when needed and provide a set for use when one was set to the repair shop from time to time. Chief Gavin said the purchase price was \$11,500 plus tax of which the Fire Department would offer to pay ½ the cost. Following brief discussion, a motion was made by Member Klug, seconded by Member Standish, to authorize purchase of a second Jaws of Life for the cost of \$11,500 plus tax. All members present voted in favor and the motion was declared carried.

B. COMMUNICATIONS

1. LMC Friday Fax, 6-17-05.
2. LMC Friday Fax, 6-24-05.
3. Danielson Insurance, 6-27-05, Health Insurance Premium.

OLD BUSINESS

A. EDA PROJECT: Clerk Nelson presented a partial payment request #1 payable to Surety Water Proofing in the amount of \$12,340 for the Small Cities Development Grant Project CC-028, pertaining to the old Rice Pharmacy Building at the intersection of Main and Kingston Streets. Nelson reported that Michelle Vrieze, Southeast Minnesota Development Corporation, had inspected the project and approved the requested payment. Following brief discussion, a motion was made by Member Klug, seconded by Member Vick, to authorize payment of the \$12,340 partial estimate. All members present voted in favor and the motion was declared carried.

B. UTILITY SECURITY DEPOSIT: Clerk Nelson reported that a number of recent losses occurred with tenants of rental properties moving out of town, unannounced. He requested the Council authorize an increase of the utility security deposit from the present \$75.00 to \$200.00. Discussion followed in which a number of council members expressed the opinion that the requested increase was too dramatic. Following discussion, a motion was made by Member Vick, seconded by Member Fisch, to increase the utility security deposit from the present \$75.00 to \$125.00 effective August 1, 2005. All members present voted in favor and the motion was declared carried.

C. ZONING ORDINANCE: Clerk Nelson informed the Council that the practice for requiring a Conditional Use Permit for multi-family structures in single family districts had only been followed for new construction. While the Ordinance does not distinguish between new construction and conversion between previously used single family dwellings such conversions have not been subject to the practice of enforcement for Conditional Use Permits. Nelson said that often times these conversions should be examined by the Council for negative impacts to the neighborhood, such as new construction is examined. For example, sufficient off street parking is often not available when a single family resident's is converted to a three unit apartment. Following brief discussion, the Council agreed by general consensus to table the issue until the next regular meeting, directing Clerk Nelson to solicit Zoning Administrator Gerardy's opinion on the issue.

NEW BUSINESS

A. OUTDOOR BAND – SONNY & BEV'S: Clerk Nelson explained that John Benson who was to celebrate his birthday with Bev Rud was planning to have outdoor bands playing on the parking lot east of Sonny & Bev's on Sunday, August 7, from 2 – 6 p.m. Persons attending will be requested to donate a non-perishable food item for the Caledonia Food Shelf. Bev Rud also contacted the Clerk's Office saying she had discussed the event with a couple Council Members and Chief of Police Shefelbine all of whom thought there would be no problem with the proposal. Nelson informed the Council this item was being presented to them merely as a courtesy that they may know what activity is being held outdoors.

B. COMPUTER BACK-UP SYSTEM: Clerk Nelson displayed an estimate for a Computer Back-Up System having received a proposal from Information Management Services of LaCrosse, the consultants for the City Clerk's Office. The labor estimate for installation of the system was \$239.26 with hardware costs of \$499.86 for a subtotal of \$739.12. An additional purchase off the internet would be necessary for an amount of \$60.00, for a total estimated cost of \$800.00. Nelson reported that the most recent back-up using zip disks required 14-100 MB disks and took approximately 45 minutes to back-up. Following discussion, a motion was made by Member Fisch, seconded by Member Vick, to authorize the back-up system for the estimated cost of approximately \$800.00. All members present voted in favor and the motion was declared carried.

C. COMPREHENSIVE PLAN INVITATION LETTER: Clerk Nelson distributed a draft of a letter to be sent to all organizations, churches and civic groups in the city, inviting their representation in developing an update to the City Of Caledonia Comprehensive Plan. The Council approved the draft by general consensus and instructed that it should be distributed to all known organizations.

CLERK'S REPORT

A. SENATOR NORM COLEMAN'S OFFICE: Clerk Nelson reported that Jim Smith, a representative of U.S. Senator Norm Coleman, will hold a Town Meeting at 2:00 p.m., Wednesday, June 29, in the Council Room, City Hall.

B. ANIMAL CONTROL FEES: Clerk Nelson reported that Mike Gavin, Animal Control Officer, suggested that the City Council establish a charge to Houston County for dogs/cats, which are brought into in the City and then turned over to Mr. Gavin for housing and care. Mr. Gavin reported that three times in the last several years, County Deputies have arrested individuals for DUI who had animals in their vehicle. The vehicle with the animal is towed into the City, whereupon the Sheriff's Office contacts Mr. Gavin to collect the animal from the vehicle. Following discussion, the Council agreed by general consensus that the owner of the animal should be responsible for all fees and charges, similar to captured animals within the City.

C. ECONOMIC DEVELOPMENT: Enclosed with the Agenda was a copy of the Caledonia Intermediary Relending Program Semi-Annual Report for period October 1, 2004 through March 31, 2005, prepared by Joyce Iverson, EDA Director.

D. LMC MEMBERSHIP: Enclosed with the Agenda was an LMC Letter, dated June 17, explaining the League's need to increase membership fees, the fee for the current year \$2,293. Clerk Nelson commented that this is merely an early advisory; the new fee structure has not yet been set.

E. EMPLOYEE TIME RECORD: Enclosed with the Agenda was the Employee Time Record for pay period June 6 – 19, 2005.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Standish and seconded by Member Fisch. All members present voted in favor, the motion was declared carried and the meeting then adjourned at 8:10 p.m. The next Regular Meeting of the City Council is scheduled for 7:00 p.m., Monday, July 11, 2005, in the Council Room, City Hall.

Michael J. Morey, Mayor

Robert L. Nelson
City Clerk - Administrator